

22 June 1953

MEMORANDUM FOR: Chairman, OGS  
Career Service Board

SUBJECT : Qualities Bearing on Suitability for Career  
Service in CIA

REFERENCE : Working List #2, dated 17 June 1953

1. The Professional Selection Panel is charged with developing suitability criteria for the selection of career employees. The attached list of personal qualities represents the factors considered by the Professional Selection Panel in making a judgment concerning the suitability of those new career employees whose cases are brought before the Panel.

2. Since career employees are now being selected within this frame of reference, the list is forwarded for your information and comment. If you think that career employees in your component should be selected for suitability on the basis of other qualities, please indicate those which you believe should be added to or deleted from this list. Additional qualities suggested should be defined clearly and supported by examples such as those in the present list. The Panel does not necessarily consider each quality to be of equal significance in determining suitability for career employment. It is suggested, therefore, that you group them according to their relative significance for career service in your area.

3. Your comments should be forwarded to the Executive Secretary, CIA Career Service Board (Room 200, North Building), not later than 17 July 1953.

FOR THE CIA CAREER SERVICE BOARD:

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EDMAN B. KIRKPATRICK  
Chairman

Attachment